



REPUBLIC OF KENYA
COUNTY GOVERNMENT OF NAKURU
NAKURU COUNTY PUBLIC SERVICE BOARD
P.O BOX 2870-20100



Email: cpsb@nakuru.go.ke

INTERNAL ADVERTISEMENT FOR PROMOTION

Pursuant to the provisions of Article 235 of the Constitution of Kenya, 2010 and Section 59 of the County Governments Act Cap. 265 of the Laws of Kenya, Nakuru County Public Service Board invites applications from competent and qualified officers currently serving in Nakuru County Public Service on permanent and pensionable terms of service to fill the following vacant positions.

**1. DEPARTMENT OF EDUCATION, ICT AND e-GOVERNMENT AND
PUBLIC COMMUNICATION - ADVERT NO. 03/ PROM/2025**

**DIRECTOR, INFORMATION COMMUNICATION TECHNOLOGY (ONE (1)
POSITION) – ADVERT NO. 04/ PROM /2026/01**

Basic Salary Scale: Ksh. 124,630 – 172,350 p.m. CPSB 03 (J/G ‘R’)

Allowances: As per the SRC Circulars

Terms of Employment: Permanent and Pensionable

For appointment to this grade, a candidate must have: -

- i. Cumulative service of twelve (12) years relevant work experience, three of which must have been in the grade of Deputy Director of Information Communication Technology or in an equivalent and relevant position in the Public Service for a minimum period of three (3) years;
- ii. A Bachelor of Science Degree in any of the following fields: Computer Science, Information Communications Technology, Information Technology, Computer Engineering, Computer Networking, Software Engineering, Business Information Technology, Data Science, Telecommunications Engineering, Electrical and Electronic Engineering, Cyber Security or equivalent qualification from a recognized institution;

- iii. A Master's Degree in in any of the following fields: Computer Science, Information Communications Technology, Information Technology, Computer Engineering, Computer Networking, Software Engineering, Business Information Technology, Data Science, Telecommunications Engineering, Electrical and Electronic Engineering, Cyber Security or equivalent qualification from a recognized institution;
- iv. Attended a Strategic Leadership Development Programme lasting not less than six (6) weeks from a recognized institution; and
- v. Demonstrated a high level of competence and outstanding management qualities in computerized information systems; and
- vi. A thorough understanding of the national goals and objectives and the ability to interpret and apply them to the computing management concepts.

Duties and responsibilities;

- i. Coordinating domestication and implementation of ICT policies, strategies, governance standards and programmes;
- ii. Ensuring compliance to ICT policies, strategies, governance standards and programmes;
- iii. Coordinating implementation of Business Continuity and Disaster Recovery strategies;
- iv. Spearheading ICT innovation, business transformation and knowledge management strategies that accelerate technology adoption;
- v. Facilitating identification and prioritization of ICT systems to promote the digital economy and technology value chain;
- vi. Coordinating end user training on business applications and relevant software applications;Facilitating maintenance and support of ICT infrastructure, computing equipment and applications;
- vii. Coordinating implementation of Cybersecurity initiatives; and
- viii. Overseeing the management of ICT assets inventory;

An officer at this level may be deployed to any of the following functional areas;

- (i) Cyber Security
- (ii) Systems Audit and Control
- (iii) Data Management

- (iv) E-Government Services
- (v) Software Development and Digital Services
- (vi) Research, Digital Innovation and Incubation
- (vii) E-Commerce & Entrepreneurship
- (viii) Connectivity
- (ix) Data Center and Cloud Services
- (x) Partnership and Liaison Services

Cyber-Security

Duties and responsibilities at this level will entail: -

- i. Developing, implementing and reviewing ICT Cybersecurity policies, strategies and guidelines;
- ii. Developing, disseminating and implementing of safeguards for Government systems and data,
- iii. Recommending appropriate security standards to ensure disaster recovery and business continuity plans for Government systems;
- iv. Fostering adoption of Information Security Management Systems requirements and Public Key Infrastructure;
- v. Undertaking ICT cyber-security and information sharing initiatives in liaison with relevant stakeholders;
- vi. Implementing communication plans for incidence management;
- vii. Coordinating cyber security research, capacity building, user awareness training and public awareness; and
- viii. Developing concept paper on resource mobilization.

Systems Audit and Control

Duties and responsibilities at this level will entail:-

- i. Developing, implementing and reviewing of ICT Systems Audit policies, strategies, and guidelines;
- ii. Implementing ICT Systems Audit plans and enterprise risk management;
- iii. Undertaking Systems Audit in line with set standards and regulatory frameworks;
- iv. Developing concept papers on resource mobilization; and

- v. Conducting Systems Audit research, capacity building and user awareness training.

Data Management

Duties and responsibilities at this level will entail:

- (i) Developing, implementing and reviewing ICT Data Management policies, strategies and guidelines;
- (ii) Designing and maintaining robust data infrastructure, including databases, data warehouses, and analytical tools;
- (iii) Coordinating data management research, capacity building and user awareness creation to enhance data processes and methodologies;
- (iv) Establishing linkages with relevant stakeholders to leverage data for strategic decision-making and policy formulation;
- (v) Implementing strategies for data sharing and interoperability;
- (vi) Promoting adoption of open data framework; and
- (vii) Developing concept paper for resource mobilization.

e-Government Services

Duties and responsibilities at this level will entail: -

- i. Developing, implementing and reviewing e-Government Services policies, strategies, guidelines and standards;
- ii. Designing Government enterprise architecture and interoperability framework;
- iii. Promoting digitalization of Government services in line with Government enterprise architecture;
- iv. Developing concept paper for resource mobilization and investment; and
- v. Developing and integrating shared systems across MCDAs.

Software Development and Digital Services

Duties and responsibilities at this level will entail:-

- i. Developing, implementing and reviewing software development policies, strategies, guidelines and standards;
- ii. Standardizing software development in Government systems;
- iii. Promoting software development industry;

- iv. Implementing emerging technologies to address evolving user needs;
- v. Carrying out capacity building, research and development;
- vi. Promoting IT enabled services and Business Process Outsourcing;
- vii. Establishing linkages with other relevant stakeholders in the development of standards and code of practice for software development; and
- viii. Developing concept paper for resource mobilization.

Research, Digital Innovation and Incubation

Duties and responsibilities at this level will entail:-

- i. Developing, implementing and reviewing Research, Digital Innovation and Incubation policies, strategies, guidelines and standards;
- ii. Identifying gaps and developing an enabling institutional, legal and regulatory framework;
- iii. Undertaking ICT research, digital innovations and incubation to achieve digital economy;
- iv. Establishing linkages with institutions of higher learning to promote ICT innovations and best practices;
- v. Publishing and publicizing research findings through journals, research papers and other appropriate means; and
- vi. Developing concept paper for resource mobilization.

E-Commerce and Entrepreneurship

Duties and responsibilities at this level will entail:

- i. Developing, implementing and reviewing e-Commerce and Entrepreneurship policies, strategies, guidelines and standards;
- ii. Developing guidelines on adoption and development of e-Commerce platforms;
- iii. Ensuring an enabling environment for access to e-Commerce platforms;
- iv. Identifying appropriate emerging technologies for adoption by Micro Small and Medium Enterprises (MSMEs);
- v. Undertaking digital skilling to enhance adoption of e-Commerce and entrepreneurship in collaboration with other relevant stakeholders;
- vi. Conducting public awareness on use of e-Commerce platforms; and

- vii. Developing concept paper for resource mobilization.

Connectivity

Duties and responsibilities at this level will entail: -

- i. Developing, implementing and reviewing of ICT Connectivity policies, strategies and guidelines;
- ii. Developing, managing and maintaining national communication infrastructure including submarine fiber optic cables, optic fiber backbone infrastructure, last mile connectivity and other ICT devices;
- iii. Promoting universal access to ICT infrastructure;
- iv. Monitoring optimal utilization of optic cables, Wide Area Network, Local Area Network and Internet Connectivity;
- v. Integrating ICT infrastructure across government;
- vi. Fostering adoption of emerging technologies in ICT infrastructure and connectivity; and
- vii. Developing concept paper for resource mobilization.

Data Center and Cloud Services

Duties and responsibilities at this level will entail: -

- i. Developing, implementing and reviewing of Data Center and Cloud Services policies, strategies and guidelines;
- ii. Promoting use of Government Cloud Services by Ministries, Counties, Departments and Agencies;
- iii. Undertaking assessments and capacity planning for current and future national needs for data center and cloud services to promote optimal utilization;
- iv. Developing and implementing disaster recovery and business continuity plans for Government datacenters and cloud services;
- v. Establishing and maintaining public-private partnership investment in the development of data centers and adoption of cloud services; and
- vi. Developing concept papers for resource mobilization.

Partnership and Liaison Services

Duties and responsibilities at this level will entail:

- i. Developing, implementing and reviewing of Partnership and Liaison Services policies, strategies and guidelines;
- ii. Providing of ICT technical assistance to MDAs, Counties and other stakeholders;
- iii. Identifying potential development partners on funding, facilitation and implementation of Information Communication Technology projects;
- iv. Monitoring compliance in the implementation of ICT circulars, policies, guidelines, standards and frameworks across Government;
- v. Coordinating the implementation of knowledge management in MCDAs; and
- vi. Developing concept papers for resource mobilization.

**ASSISTANT DIRECTOR, INFORMATION COMMUNICATION TECHNOLOGY
(ONE (1) POSITION) – ADVERT NO. 04/ PROM /2026/02**

Basic Salary Scale: Ksh. 92,030 - 133,410 p.m. CPSB 05 (J/G ‘P’)

Allowances: As per the SRC Circulars

Terms of Employment: Permanent and Pensionable

For appointment to this grade, a candidate must have: -

- i. Cumulative service period of nine (9) years relevant work experience, three (3) of which must have been in the grade of Principal ICT Officer or a comparable position;
- ii. A Bachelor of Science Degree in any of the following fields: Computer Science, Information Communications Technology, Information Technology, Computer Engineering, Computer Networking, Software Engineering, Business Information Technology, Data Science, Telecommunications Engineering, Electrical and Electronic Engineering, Cyber Security or equivalent qualification from a recognized institution;
- iii. A Master’s Degree in any of the following fields: Computer Science, Information Communications Technology, Information Technology, Computer Engineering, Computer Networking, Software Engineering, Business Information Technology, Data Science, Telecommunications Engineering, Cyber Security or equivalent qualification from a recognized institution;
- iv. A Certificate in Leadership Course lasting not less than four (4) weeks

- from a recognized institution;
- v. Membership to a relevant professional body where applicable and in good standing;
 - vi. Professional Certificates from a reputable institution in any of the following:-Database Management (Oracle, SQL, DB2 or its equivalent), Information Security (CISSP, Security+, CISA, CISM or its equivalent), Service Support Operations (ITIL, COBIT or its equivalent), Network Administration (CCNA, HCNA, N+, HP or its equivalent), System Administration (MCSE, Linux, Unix or its equivalent), or Software Development (Java, Visual Studio, Python, Oracle, or its equivalent), Data Center and Cloud management (VMware, Certified Data Center Management Professional or its equivalent); and
 - vii. Demonstrated professional competence and managerial capability as reflected in work performance and results.

Duties and responsibilities;

- i. Implementing ICT policies, strategies, governance standards and programmes;
- ii. Implementing Business Continuity and Disaster Recovery strategies;
- iii. Mapping out ICT innovation, research, business transformation and knowledge management strategies that accelerate technology adoption;
- iv. Identifying ICT systems necessary for promotion of the digital economy and technology value chain;
- v. Conducting end-user training on business applications, infrastructure and ICT security;
- vi. Undertaking maintenance for ICT infrastructure and other related systems;
- vii. Assessing, managing and supporting ICT infrastructure for seamless service delivery;
- viii. Identifying Government services and processes for digitalization;
- ix. Implementing, monitoring and evaluating ICT projects and programmes;
- x. Managing ICT assets inventory; and
- xi. Developing work plans and performance reporting.

An officer at this level will either head a division at the headquarters or an ICT Unit in a Department.

ICT Security and Audit Control

Duties and responsibilities at this level will entail:-

- i. Developing and implementing policies, strategies, regulations, standards and guidelines;
- ii. Developing and implementing cybersecurity, data protection and privacy strategies;
- iii. Scheduling and supervising systems audit to ensure compliance with set standards;
- iv. Defining systems audit objectives;
- v. Identifying capacity building gaps in ICT security and audit control;
- vi. Supporting ICT security projects planning and management;
- vii. Conducting ICT security research;
- viii. Ensuring disaster recovery solutions and other business continuity strategies comply with security standards and policies;
- ix. Defining and implementing ICT security response procedures and strategies; and
- x. Developing work plans and performance reporting.

E-Government and Digital Economy

Duties and responsibilities at this level will entail:-

- i. Developing, implementing and reviewing policies, strategies, regulations, standards and guidelines on e-government and digital economy;
- ii. Promoting growth of the software industry;
- iii. Mapping out digital transformation initiatives on e-government;
- iv. Ensuring digitalization of Government services in line with the government enterprise architecture;
- v. Promoting standardization of software development in government;
- vi. Coordinating digital skilling to promote digital economy;
- vii. Planning and managing e-government projects;
- viii. Undertaking research in collaboration with other industry players;
- ix. Liaising with relevant stakeholders to leverage data for strategic decision-making and policy formulation;

- x. Promoting data sharing and interoperability across public and private sector;
- xi. Establishing mechanisms for adoption of IT-enabled services and Business Process Outsourcing; and
- xii. Developing work plans and performance reporting.

ICT Infrastructure

- i. Developing, implementing and reviewing policies, strategies, regulations, standards and guidelines on ICT infrastructure;
- ii. Building capacity on development and management of ICT infrastructure;
- iii. Implementing, monitoring and evaluating ICT infrastructure projects and programmes;
- iv. Undertaking research in collaboration with other industry players;
- v. Promoting adoption of environmentally friendly digital editions and e-
- vi. Managing and ensuring optimal utilization of ICT infrastructure;
- vii. Promoting utilization of public sector data centers and adoption of cloud services;
- viii. Developing and implementing disaster recovery solutions and other business continuity strategies;
- ix. Promoting local manufacturing of digital devices and products;
- x. Coordinating ICT activities in MCDAs and development partners; and
- xi. Developing work plans and performance reporting.

ASSISTANT DIRECTOR YOUTH TRAINING (ONE (1) POSITION) – ADVERT NO. 04/ PROM /2026/04

Basic Salary Scale: Ksh. 92,030 - 133,410 p.m.

CPSB 05 (J/G ‘P’)

Allowances: As per the SRC Circulars

Terms of Employment: Permanent and Pensionable

For appointment to this grade, a candidate must have: -

- i. Served in the grade of Principal Youth Training Officer or in an equivalent and relevant position in the Public Service for a minimum period of three (3) years;
- ii. A Bachelor’s Degree in any of the following disciplines: Education or Technology Education from a recognized institution;

OR

A Bachelor's Degree in Science/Arts with a Post-Graduate Diploma in Education from a recognized institution;

- iii. A Master's Degree in any of the following disciplines: Education or Technology Education from a recognized institution

OR

A Master's Degree in Science/Arts from a recognized institution

- iv. Attended a Senior Management Course lasting not less than four (4) weeks from a recognized Institution;
- v. Certificate in computer application from a recognized institution; and
- vi. Demonstrated merit and ability as reflected in work performance and results.

Duties and responsibilities;

- i. Coordinating equitable distribution of materials, tools and equipment to Youth Polytechnics;
- ii. Monitoring implementation of curricular and co-curricular activities to maintain standards;
- iii. Assessing upcoming Youth Polytechnics capacity for registration as training institutions and examination centers;
- iv. Managing disbursement of subsidized tuition grants and bursaries;
- v. Supporting the identification, promotion and development of innovative initiatives in Youth Polytechnics,
- vi. Promoting development of talent through creative arts (music, art and drama);
- vii. Managing inter-Youth Polytechnics' exchange programmes to enhance learning;
- viii. Ensuring the development and maintenance of assets and skills inventories in Youth Polytechnics;
- ix. Popularizing Youth Polytechnics to target communities;
- x. Monitoring the development and maintenance of assets and skills inventories in Youth Polytechnics;
- xi. Participating in administering examinations in Youth Polytechnics.

**PRINCIPAL GRADUATE TEACHER I/ GRADUATE PRINCIPAL TEACHER I
(ONE (1) POSITION) – ADVERT NO. 04/ PROM /2026/04**

Basic Salary Scale: Ksh. 92,030 - 133,410 p.m.

CPSB 05 (J/G ‘P’)

Allowances: As per the SRC Circulars

Terms of Employment: Permanent and Pensionable

For appointment to this grade, a candidate must have: -

- i. Served in the grade of Principal Graduate ECDE Teacher II Job Group “N” or a comparable and relevant position for at least 3years;
- ii. A Degree in Early Childhood Development Education offered by a recognized institution of higher learning;
- iii. A Master’s of Education Degree in Early Childhood Development and Education or any other relevant Master’s in Education from a recognized institution of higher learning/university as an added advantage;
- iv. A Certificate in Senior Management Course lasting no less than four (4) weeks from a recognized government training institution;
- v. Registered by the Teachers Service Commission;
- vi. A Certificate in Computer applications;
- vii. Shown merit and ability as reflected in work performance and results.

Duties and responsibilities;

- i. Class teaching;
- ii. Facilitate learning;
- iii. Coordinate Planning and implementation of ECDE Centre programmes;
- iv. Conducting research on ECDE;
- v. Engaging stakeholder in the ECDE sector;
- vi. Mobilizing and sensitizing communities on the need for ECDE;
- vii. Participate in the preparation, implementation and review of the ECDE policy;
- viii. Developing and implementing the strategic plan of the ECDE sector;
- ix. Monitoring and evaluation of the ECDE programmes in the Ward/Sub-County;
- x. Conduct professional Development and capacity-building for Early Childhood teachers and other stakeholders;
- xi. Plan and budget for the ECDE play/learning materials and the feeding

- programme;
- xii. Mentorship and counselling supervisory role over ECDE Teachers in the County;
 - xiii. Induction of new ECDE teachers;
 - xiv. Liaising with community, education fraternity, other government departments and other relevant Stakeholders on ECDE related matters;
 - xv. Interpretation and implementation of the ECDE policy;
 - xvi. Preparation and costing of annual work plans;
 - xvii. Prepare monthly, quarterly and annual reports on the ECDE sector;
 - xviii. Developing sub-county-based programmes that cater for the total development of children less than eight (8) years;
 - xix. Effective management of the Sub-County Resource Centre for ECDE programmes.

Note: A Principal Graduate ECDE Teacher I/Assistant Director may be deployed at the County Headquarters as the overall in charge of the following;

- i. ECDE Programmes (including COCECE);
- ii. ECDE Curriculum Implementation;
- iii. Community Mobilization, Health & Nutrition;
- iv. ECDE Quality Assurance.

PRINCIPAL INFORMATION COMMUNICATION TECHNOLOGY/SYSTEM ANALYST I (FOUR (4) POSITIONS) – ADVERT NO. 04/ PROM /2026/05

Basic Salary Scale: Ksh. 60,080- 96,130 p.m.

CPSB 07 (J/G ‘N’)

Allowances: As per the SRC Circulars

Terms of Employment: Permanent and Pensionable

For appointment to this grade, a candidate must have: -

- i. Cumulative service period of six (6) years relevant work experience, three (3) of which must have been in the grade of Senior ICT Officer or in a comparable position;
- ii. A Bachelor of Science Degree in any of the following fields: Computer Science, Information Communications Technology, Information Technology, Computer Engineering, Computer Networking, Software Engineering, Business Information Technology, Data Science,

- Telecommunications Engineering, Electrical and Electronic Engineering, Cyber Security or equivalent qualification from a recognized institution;
- iii. Certificate in Management Course lasting not less than four (4) weeks from a recognized institution;
 - iv. Membership to a relevant professional body where applicable and in good standing;
 - v. Professional Certificates from a reputable institution in any of the following:-Database Management (Oracle, SQL, DB2 or its equivalent), Information Security (CISSP, Security+, CISA, CISM or its equivalent), Service Support Operations (ITIL, COBIT or its equivalent), Network Administration (CCNA,HCNA, N+, HP or its equivalent), System Administration (MCSE, Linux, Unix or its equivalent), or Software Development (Java, Visual Studio, Python, Oracle, or its equivalent), Data Center and Cloud management (VMware, Certified Data Center Management Professional or its equivalent); and
 - vi. Shown merit and ability as reflected in work performance and results.

Duties and responsibilities;

- i. Supporting development, implementation and review of ICT policies, strategies, regulations, standards and guidelines;
- ii. Developing and implementing cybersecurity, data protection and privacy strategies;
- iii. Conducting systems audit in line with set standards;
- iv. Undertaking training in ICT security and audit control;
- v. Supervising setting up, testing and administering of ICT Systems, databases, Applications, networks and communication systems;
- vi. Initiating innovation and commercialization strategies;
- vii. Developing and implementing environmentally friendly digital technologies and e-waste management strategies;
- viii. Developing strategies for promotion of locally manufactured digital devices, software and products;
- ix. Developing and implementing digital transformation initiatives;
- x. Implementing best practices on data management;
- xi. Supporting strategies for adoption of IT Enabled Services and Business Process Outsourcing;

- xii. Designing and implementing ICT infrastructure;
- xiii. Assessing and monitoring performance of ICT infrastructure, software applications and make recommendations;
- xiv. Planning for maintenance of ICT infrastructure, equipment and software applications;
- xv. Monitoring provision of end user support and capacity building;
- xvi. Carrying out business analysis and developing user requirements for ICT infrastructure, software, equipment and business solutions;
- xvii. Developing and implementing backup solutions and other business continuity strategies and making recommendations;
- xviii. Assessing appropriateness of emerging technologies to the organization business operations and making recommendations; and
- xix. Developing work plans and performance reporting.

**PRINCIPAL YOUTH POLYTECHNIC INSTRUCTOR (TWO (2) POSITIONS) –
ADVERT NO. 04/ PROM /2026/06**

Basic Salary Scale: Ksh. 60,080- 96,130 p.m.

CPSB 07 (J/G ‘N’)

Allowances: As per the SRC Circulars

Terms of Employment: Permanent and Pensionable

For appointment to this grade, a candidate must have: -

- i. Served in the grade of Chief Youth Polytechnic Instructor for a minimum period of (3) three years
- ii. A Diploma in any of the following disciplines: Computer science/studies; Information Communication Technology; Electronics Engineering; Telecommunications Engineering; Electrical Engineering; Mechanical Engineering; Automotive Engineering; Instrumentation and control Engineering; Industrial/Construction Plant Engineering; Civil Engineering; Building and construction ; Refrigeration and Air Conditioning; Agriculture; Leather Technology/Foot ware; Animal Science; Hair dressing and Beauty therapy; Clothing; Fashion Design and Textile Technology; Food Technology; Institutional Management; Catering and House Keeping; Carpentry and joinery; Refrigeration and Air Conditioning; General Education (Physics, Chemistry, Biology, Mathematics, Languages) and entrepreneurship or its equivalent

- qualifications from a recognized institution;
- iii. An Instructor Diploma certificate from KTTC/KSTVET
 - iv. Management course lasting not less than four (4) weeks from a recognized institution
 - v. A Certificate in Computer applications from a recognized institution and
 - vi. Demonstrated a thorough understanding of the current youth polytechnic training trends and be in possession of effective administrative and professional competence in the management of youth polytechnics

Duties and responsibilities;

- i. Coordinating overall management, administration and development of a Youth Polytechnic;
- ii. Overseeing the implementation of technical training programmes in accordance with the National Youth Polytechnic Policy;
- iii. Coordinating the setting, moderation and administering of examinations;
- iv. Participating in formulating policies for the youth polytechnics;
- v. Spearheading establishment of educational plans and course panels in relevant technical areas;
- vi. Coordinating development and review of curriculum;
- vii. Instructing in the areas of specialization;
- viii. Ensuring proper utilization of training and learning resources in the youth polytechnic and
- ix. Participating in preparation of recurrent and development expenditures for the Youth Polytechnic

**CHIEF INFORMATION COMMUNICATION TECHNOLOGY OFFICER/
SYSTEM ANALYST II (TWO (2) POSITIONS) – ADVERT NO. 04/ PROM
/2026/07**

Basic Salary Scale: Ksh. 52,330- 68,940 p.m.

CPSB 07 (J/G ‘M’)

Allowances: As per the SRC Circulars

Terms of Employment: Permanent and Pensionable

For appointment to this grade, a candidate must have: -

- i. Served in the grade of Senior Information Communication Technology

- Officer or in an equivalent and relevant position in the Public Service for a minimum period of three (3) years;
- ii. Shown merit and ability as reflected in work performance and results; and
 - iii. Demonstrated professional ability, initiative and competence in organizing and directing work.

Duties and responsibilities;

- i. Coordinating systems analysis, design and programme specifications; ensuring timely implementation and effective maintenance of systems;
- ii. Developing reports on ict standards; and supervising overall systems documentation;
- iii. Taking charge of information communication technology equipment maintenance;
- iv. Preparing progress reports of the information communication technology equipment maintenance;
- v. Evaluating and recommending on the suitability of information communication technology equipment;
- vi. Training of information communication technology hardware personnel and users;
- vii. Designing local area network (lan) and wide area network (wan); and
- viii. Preparing staff performance reports.

GRADUATE ECDE TEACHER I (TWO (2) POSITIONS) – ADVERT NO. 04/PROM /2026/08

Basic Salary Scale: Ksh. 52,330- 68,940 p.m.

CPSB 07 (J/G ‘M’)

Allowances: As per the SRC Circulars

Terms of Employment: Permanent and Pensionable

For appointment to this grade, a candidate must have: -

- i. Served in the grade of Graduate ECDE Teacher II Job Group “L” or a comparable and relevant position for at least 3 years;
- ii. A Degree in Early Childhood Development and Education offered by a recognized institution of higher learning;
- iii. A Certificate in Senior Management Course from a recognized government training institution;
- iv. Registered by the Teachers Service

Commission;

- iv. Shown merit and ability as reflected in work performance and results;

Duties and responsibilities;

- i. Class teaching;
- ii. Facilitate learning;
- iii. Role modelling, guidance and counselling, mentoring and motivation of the learners;
- iv. Preparing reports;
- v. Ensuring the safety and security of the learners;
- vi. Developing and facilitating play/learning activities that will enable learners enjoy living and learning through play in ECDE centres;
- vii. Developing relevant play/learning materials for all learners;
- viii. Preparing and developing schemes of work, lesson plan and daily program of activities, assessment and evaluation of children progress and keeping other professional records;
- ix. Planning and implementing the ECDE Centre programmes;
- x. Conducting research on ECDE;
- xi. Initiating stakeholder engagements in the ECDE sector;
- xii. Mobilizing and sensitizing communities on the need for ECDE;
- xiii. Implementation of the ECDE policy;
- xiv. Assist in the Development and implementation of the strategic plan of the ECDE sector;
- xv. Monitoring and evaluation of the ECDE programmes in the Ward/Sub-County;
- xvi. Conduct professional Development and capacity-building for Early Childhood teachers and other stakeholders;
- xvii. Plan and budget for the ECDE play/learning materials and the feeding programme;
- xviii. Mentorship and counselling supervisory role over ECDE Teachers in the County;
- xix. Induction of new ECDE teachers;
- xx. Liaising with community, education fraternity, other government departments and other relevant Stakeholders on ECDE related matters;

Note: A **Senior ECDE Teacher I** Job Group 'M' may be deployed at the Sub-County Centre for Early Childhood Education (SCOCECE) in the area of: -

- i. ECDE Programmes;
- ii. ECDE Curriculum Implementation;
- iii. Community Mobilization;
- iv. Health & Nutrition;
- v. ECDE Quality Assurance;

CHIEF YOUTH TRAINING OFFICER (THREE (3) POSITIONS) – ADVERT NO. 04/ PROM /2026/09

Basic Salary Scale: Ksh. 52,330- 68,940 p.m.

CPSB 07 (J/G 'M')

Allowances: As per the SRC Circulars

Terms of Employment: Permanent and Pensionable

For appointment to this grade, a candidate must have: -

- i. Served in the grade of Senior Youth Training Officer for a minimum period of three (3) years;
- ii. A Bachelor's Degree in any of the following disciplines: Education or Technology Education from a recognized institution

OR

- A Bachelor's Degree in Science/Arts with a Post-Graduate Diploma in Education from a recognized institution;
- iii. A Certificate in computer applications from a recognized institution; and
- iv. Demonstrated competence, merit and ability as reflected in work performance and results.

Duties and responsibilities;

- i. liaising, with youth polytechnics on industrial attachment programmes for trainees;
- ii. organizing seminars, workshops and sensitization programs for Youth Polytechnics staff, coordinating and managing inter-Youth Polytechnics co-curricular activities and creative arts;
- iii. facilitating external examination processes and documentation;
- iv. coordinating data collection, collation and writing of reports on youth polytechnic;

- v. implementation of programmes, examinations, training standards, staff appraisal, record of assets and-skills inventory;
- vi. facilitating and strengthening development of e-learning strategies in youth polytechnics;
- vii.integrating Information and Communication Technology in youth polytechnics curriculum;
- viii.managing inter-youth polytechnic exchange programmes to enhance learning;
- ix. auditing the provision of curriculum support materials, tools equipment in polytechnics; and
- x. mainstreaming gender and special needs initiatives in youth polytechnics.

**CHIEF YOUTH POLYTECHNIC INSTRUCTOR (THREE (3) POSITIONS) –
ADVERT NO. 04/ PROM /2026/10**

Basic Salary Scale: Ksh. 52,330- 68,940 p.m.

CPSB 07 (J/G ‘M’)

Allowances: As per the SRC Circulars

Terms of Employment: Permanent and Pensionable

For appointment to this grade, a candidate must have: -

- i. Served in the grade of Senior Youth Polytechnic Instructor for a minimum period of three (3) years;
- ii. A Diploma in any of the following disciplines: Computer Studies/science ;Information and communication Technology; Electronics Engineering; Telecommunications Engineering; Electrical Engineering; Mechanical Engineering; Automotive Engineering; Instrumentation and Control Engineering; Industrial/Construction Plant Engineering; Civil Engineering; Building and Construction; Refrigeration and Air Conditioning; Agriculture; Leather Technology/ Foot ware; Animal Science: Hair Dressing and Beauty Therapy: Clothing: Fashion and Textile Technology; Food Technology; Institutional Management; Catering and Housekeeping; carpentry and joinery; Refrigeration and Air Conditioning; General Education (Physics, Chemistry, Biology, Mathematics, Languages) and entrepreneurship or its equivalent qualification from a recognized institution;
- iii. An Instructor Diploma certificate from KTTC/KSTVET

- iv. A Supervisory Skills Course lasting not less than two (2) weeks from a recognized institution;
- v. A Certificate in computer applications from a recognized institution; and
- vi. Demonstrated a high degree of administrative and professional competence.

Duties and responsibilities;

- i. Participating in the formulation of educational plans, management, administration and development strategies for the Youth Polytechnic;
- ii. Co-coordinating curriculum development, implementation and evaluation;
- iii. Instructing in areas of specialization;
- iv. Guiding and supervising newly deployed Youth Polytechnic Instructors;
- v. Co-coordinating setting, moderation and administering of examinations;
- vi. Carrying out research in relevant technical areas;
- vii. Ensuring proper utilization of training and learning resources in the youth polytechnic;
- viii. Liaising with relevant industries for trainee industrial attachments;
- ix. Coordinating and monitoring trainee progress reports;
- x. Ensuring proper maintenance of inventory of tools, equipment and training materials;
- xi. Participating in preparation of recurrent and development expenditures for the Youth Polytechnics; and supervising, training and developing staff.

**SENIOR INFORMATION COMMUNICATION TECHNOLOGY OFFICER/
SYSTEM ANALYST III (ONE (1) POSITION) – ADVERT NO. 04/ PROM
/2026/11**

Basic Salary Scale: Ksh. 46,120 - 65,860 p.m.

CPSB 07 (J/G 'L')

Allowances: As per the SRC Circulars

Terms of Employment: Permanent and Pensionable

For appointment to this grade, a candidate must have: -

- i. Served for a minimum of three (3) years in the grade of ICT Officer or in

- a comparable position;
- ii. A Bachelor of Science Degree in any of the following fields: Computer Science, Information Communications Technology, Information Technology, Computer Engineering, Computer Networking, Software Engineering, Business Information Technology, Data Science, Telecommunications Engineering, Electrical and Electronic Engineering, Cyber Security or equivalent qualification from a recognized institution;
- iii. Membership to a relevant professional body where applicable and in good standing; and
- iv. Shown merit and ability as reflected in work performance and results.

Duties and responsibilities;

- i. Implementing ICT policies, strategies, regulations, standards and guidelines;
- ii. Undertaking cybersecurity surveillance and making appropriate recommendation;
- iii. Supporting in systems audit;
- iv. Implementing ICT innovation and commercialization initiatives;
- v. Implementing strategies on environmentally friendly digital technologies and e-waste management;
- vi. Implementing data management strategies and initiatives;
- vii. Implementing digital transformation initiatives;
- viii. Providing technical support on digitalization of Government services;
- ix. supervising installation and configuration of ICT systems, databases, applications, networks, data center services and communication systems;
- x. Implementing backup solutions and other business continuity strategies;
- xi. Implementing standard operating procedures relating to ICT infrastructures, software applications & systems and business continuity strategies;
- xii. Analyzing ICT operational data for reporting and optimizing performance;
- xiii. Troubleshooting, diagnosing and solving network, software and hardware issues;
- xiv. Scheduling preventive measures, repairing and maintaining ICT equipment and software applications;

- xv. Supervising ICT help desk services and end user support and capacity building;
- xvi. Implementing information security management procedures; and
- xvii. Implementing ICT related risk management strategies.

**SENIOR YOUTH POLYTECHNIC INSTRUCTOR (FIVE (5) POSITIONS) -
ADVERT NO. 04/ PROM /2026/12**

Basic Salary Scale: Ksh. 46,120 - 65,860 p.m.

CPSB 07 (J/G 'L')

Allowances: As per the SRC Circulars

Terms of Employment: Permanent and Pensionable

For appointment to this grade, a candidate must have: -

- i. Served in the grade of Youth Polytechnic Instructor 1 for a minimum period of three years;
- ii. A Diploma in any of the following disciplines: Computer Studies/Science; Information and Communication Technology; Electronics Engineering Telecommunication Engineering ; Electrical Engineering; Mechanical Engineering; Instrumentation & Control Engineering; Industrial/construction plant Engineering; Civil Engineering; Building and Construction; Refrigeration and Air Conditioning; Agriculture; Leather Technology/Foot ware; Animal Science; Hair Dressing and Beauty Therapy; Clothing; Fashion Design and Textile Technology; Food Technology; Institutional Management; Catering and Housekeeping; Carpentry & joinery; Refrigeration and Air Conditioning Survey; General Education (Physics, Chemistry, Biology, Mathematics, Languages) and entrepreneurship or its equivalent qualification from a recognized institution.
- iii. An Instructor Diploma certificate from KTTC/KSTVET
- iv. A Certificate in Computer applications from a recognized institution
- v. Shown merit and ability as reflected in work performance and results.

Duties and responsibilities;

- i. Conducting theoretical and practical instruction in areas of specialization;
- ii. Preparing and maintaining schemes of work, lesson plans, lesson notes, teaching and learning materials and trainee records;

- iii. Carrying out trainee assessment;
- iv. Preparing trainee progress reports;
- v. Coordinating storage, care, maintenance and proper usage of teaching and learning materials, tools and equipment;
- vi. Coordinating co-curricular activities;
- vii. Ensuring trainees discipline is maintained;
- viii. Liaising with relevant industries for trainee attachment;
- ix. Coordinating and monitoring trainees on industrial attachment;
- x. Guiding and supervising newly deployed youth polytechnic instructors;
- xi. Participating in preparation of estimates of recurrent and development expenditure in specific technical subject area; and
- xii. Ensuring preparation and proper maintenance of inventory of tools equipment and training materials.

PUBLIC COMMUNICATIONS OFFICER I (ONE (1) POSITION) – ADVERT NO. 04/ PROM /2026/13

Basic Salary Scale: Ksh. 41,420 – 57,230 p.m.

CPSB 07 (J/G ‘K’)

Allowances: As per the SRC Circulars

Terms of Employment: Permanent and Pensionable

For appointment to this grade, a candidate must: -

- i. Have served in the grade of Public Communications Officer II or in a comparable and relevant position in the Public Service for minimum period of three (3) years;
- ii. Have a post graduate diploma in any of the following disciplines in case of holders of general social science degrees; mass communication, Communication Studies, Public Relations, Journalism, International Relations or its equivalent and relevant qualification from a recognized institution/University; and
- iii. Possess good oral and written communication skills in both English and Kiswahili
- iv. Be proficient in Information Communication Technology including use of internet and intranet services; and
- v. Have shown merit and ability as reflected in work performance and results

Duties and responsibilities;

An officer at this level may be deployed at the Ministry Headquarters or in a Public Communications Office.

Duties and Responsibilities at this level will entail;

- i. Gathering information on programmes and significant events,
- ii. Editing stories on topical issues in a specific sectoral area,
- iii. Liaising with media practitioners and the public on issues of mutual concern,
- iv. Scheduling interviews with government officials and
- v. Managing assigned projects and programmes under the guidance of the head of the unit/section.

INFORMATION COMMUNICATION TECHNOLOGY OFFICER I/ COMPUTER PROGRAMMER I (ONE (1) POSITION) – ADVERT NO. 04/ PROM /2026/14

Basic Salary Scale: Ksh. 41,420 – 57,230 p.m.

CPSB 07 (J/G ‘K’)

Allowances: As per the SRC Circulars

Terms of Employment: Permanent and Pensionable

For appointment to this grade, a candidate must have: -

- i. Served in the grade of Information Communication Technology Officer II or in an equivalent and relevant position in the Public Service for a minimum period of three (3) years;
- ii. A Bachelor of Science Degree in any of the following fields; Computer Science, ICT, IT, Computer Engineering, Computer Networking, Software Engineering, Business IT, Data Science, Telecommunications Engineering, Electrical and Electronics Engineering, Cyber Security or equivalent from a recognized Institution; and
- iii. Shown merit and ability as reflected in work performance and results.

Duties and responsibilities;

- i. Implementing ICT policies, strategies, regulations, standards and guidelines;
- ii. Undertaking cybersecurity surveillance and make appropriate recommendations;
- iii. Supporting systems audit;

- iv. Supporting ICT innovation and commercialization initiatives;
- v. Supporting implementation of strategies on environmentally friendly digital technologies and e-waste management;
- vi. Assisting in the implementation of data management strategies and initiatives;
- vii. Supporting digital transformation initiatives;
- viii. Providing technical support on digitalization of Government services;
- ix. Installing and configuring ICT systems, databases, Applications, networks, data center services and communication systems;
- x. Supporting system and data backups, and recovery;
- xi. Supporting implementation of standard operating procedures relating to ICT infrastructures, software applications and systems and business continuity strategies;
- xii. Collecting ICT operational data for reporting and optimizing performance;
- xiii. Troubleshooting, diagnosing and solving network, software and hardware issues;
- xiv. Undertaking preventive measures, repairing and maintaining ICT equipment and software applications;
- xv. Manning ICT help desk services, providing end-user support and capacity building;
- xvi. Assisting with information security management issues and related support;
- xvii. Implementation of ICT-related risk management strategies.

**YOUTH POLYTECHNIC INSTRUCTOR I (FORTY-THREE (43) POSITIONS) -
ADVERT NO. 04/ PROM /2026/15**

Basic Salary Scale: Ksh. 41,420 – 57,230 p.m.

CPSB 07 (J/G 'K')

Allowances: As per the SRC Circulars

Terms of Employment: Permanent and Pensionable

For appointment to this grade, a candidate must have: -

- i. Served in the grade of youth polytechnic instructor II for a minimum period of three (3) years
- ii. A Diploma in any of the following disciplines and Diploma in Technical Education: Computer Studies/Science; Information and Communication

Technology; Engineering; Building and Construction; Refrigeration and Air Conditioning; Agricultural Engineering; Leather Technology/Foot ware; Animal Science; Hair Dressing and Beauty Therapy; Clothing; Fashion Design and Textile Technology; Food Technology; Institutional Management; Catering and Housekeeping; Automotive Engineering; Electrical Engineering; Mechanical Engineering; Civil Engineering; Quantity Survey; General Education (Physics, Chemistry, Biology, Mathematics, Languages) and entrepreneurship or its equivalent qualification from a recognized institution.

- iii. An Instructor Diploma certificate from KTTC/KSTVET
- iv. A Certificate in Computer applications from a recognized institution
- v. Shown merit and ability as reflected in work performance and results.

Duties and responsibilities;

- i. Theoretical and practical instruction in areas of specialization;
- ii. Preparing and maintaining schemes of work, lesson plans, lesson notes, teaching and learning materials and trainee records;
- iii. Carrying out trainee assessment and preparing trainee progress reports;
- iv. Ensuring proper storage, care and usage of teaching and learning materials, tools and equipment;
- v. Administering examinations; coordinating co-curricular activities; ensuring trainee discipline is maintained;
- vi. Coaching and providing leadership to newly deployed instructors;
- vii. Liaising with relevant industries for trainee attachment;
- viii. Guiding, monitoring and supervising trainees on attachment.

HOW TO APPLY

Qualified officers are required to make applications through <https://recruitment.nakuru.go.ke> .

(No hand delivered applications will be accepted. Also, applications sent through the email address will not be considered).

The applications should be done on or before 7th May, 2026.

The County Government of Nakuru is an equal opportunity employer. The Board and the County Government of Nakuru is committed to **Zero Tolerance to Corruption**. We caution applicants not to fall victim to fraudsters and impersonators who solicit for money with a promise of influencing the outcome. **The Board shall bear no responsibility for any personal loss arising from such unlawful dealings.** Such cases should be reported to the Police and other relevant Law Enforcement Agencies.

Any communication from the County Public Service Board SHALL be through the above address and official cellphone number: **0796848192**.

Canvassing in any form will lead to automatic disqualification. Only shortlisted candidates will be contacted.

**Secretary/CEO
Nakuru County Public Service Board**